**To:** Clark, Jacqueline[clark.jacqueline@epa.gov]; Williams, Thomas[williams.tom@epa.gov]; Wilson, Jennifer[wilson.jenniferA@epa.gov]; Harris, Kimberly[harris.kimberly@epa.gov]; Newman, Erin[newman.erin@epa.gov]; Asque, Gillian[asque.gillian@epa.gov]

From: Berkoff, Michael

**Sent:** Fri 11/24/2017 1:52:20 PM

Subject: Wolverine Team Recommendations to Regional Administrator Wolverine Team Recommendations to Regional Administrator.docx RA Briefing Paper Wolverine December 1, 2017.docx

All,

Attached are two documents. The RA briefing paper is the one that I think that we should submit to management going into the meeting. The other has our notes that I am working to incorporate into the paper. Please provide your feedback. Do we need something as formal as an RA briefing paper? At this time, please make edits to that RA briefing paper and incorporate more of our ideas into it.

Thanks and I hope that you had a great Thanksgiving,

Michael